



**CITY OF SAN DIEGO  
EMPLOYMENT OPPORTUNITY**

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**#T2824 STORM WATER POLLUTION PREVENTION INSPECTOR II  
MONTHLY SALARY: \$4606 to \$5583**

**\*APPLICATION FILING PERIOD: FIRST DATE: May 14, 2010**

**LAST DATE: June 29, 2010**

Applications received later than 5:00 p.m. on the last date to apply will be rejected. Please apply promptly since vacancies may be filled as soon as a sufficient number of applicants have been processed. Persons may apply only once during this application filing period. Future application filing periods may be announced.

**\*THE POSITION:** Stormwater Inspectors independently perform journey-level monitoring and enforcement of storm water pollutants and perform the following duties: inspect, investigate and regulate Best Management Practices (BMP's) for industrial and commercial businesses to ensure they are in compliance with the storm water Municipal Permit regulations, in accordance with the San Diego Regional Water Quality Control Board Municipal Permit; inspect industrial/commercial businesses and residences for proper operation and maintenance of structural treatment control BMPs; investigate illegal discharges and violations of the Municipal Code; gather environmental samples for laboratory analysis and conduct field tests; analyze laboratory and field test results; determine source(s) of environmental pollutants; educate business owners on BMPs and business operations to ensure compliance with the Municipal Code and other stormwater regulations; conduct enforcement actions to secure compliance regulations; write technical reports; utilize SAP database for inspection report generation and data storage/retrieval.

**REQUIREMENTS:** You must meet the following requirements on the date you apply, unless otherwise indicated.

**\*EDUCATION:** A Bachelor's Degree in Chemical Engineering, Sanitary Engineering, Chemistry, Biology, or a closely related field. **Proof of degree and transcripts must be submitted to the Personnel Department (transcripts showing degree awarded is acceptable).**

**\*NOTES:**

1. Closely related degrees **MUST** reflect the completion of at least 16 semester/24 quarter units of both lecture and laboratory in construction management, geology, chemistry, physics, biology and/or environmental science for the purpose of demonstrating an understanding of fundamental physical, chemical, and biological processes, employing mathematics and computational tools as they relate to stormwater pollution prevention.
2. A Master's Degree in Water Resources, Chemical, Environmental or Sanitary Engineering, Chemistry, Biology, or Environmental Science may be substituted for a maximum of **one** year of the required experience. Proof of graduation showing degree awarded must be submitted to the Personnel Department, as well as **transcripts** showing the required courses if you are qualifying with a closely related degree.
3. Proof of additional certifications, such as Certified Professional in Storm Water Quality (CPSWQ), Certified Professional in Erosion and Sediment Control (CPESC), or similar should be submitted to the Personnel Department.
4. Additional professional experience may be substituted for lack of the required education on a year for year basis.

**-AND-**

**\*EXPERIENCE:** A total of **two years** of full-time professional experience in one of the following:

1. Industrial inspection experience applying federal categorical stormwater standards at industrial/commercial facilities.
2. Chemical, environmental, construction engineering or sanitary engineering experience including the design, operation and inspection of stormwater processes and structural treatment control, using Best Management Practices.

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3. Stormwater management experience for compliance with stormwater pollution prevention plans and compliance with the State of California General Construction Permit; and Construction Engineering experience including the design, operation and maintenance of erosion and sediment control Best Management Practices.
4. Stormwater laboratory experience in an industrial program including the sampling and analysis of toxic pollutants as it relates to compliance to federal, state and local permits, laws, and regulations.
5. Environmental regulatory experience conducting site evaluations and determining compliance with environmental regulations, such as Municipal Codes and Permits; State Industrial Permits; and other pertinent environmental regulations, which could include researching and developing alternative technologies and waste minimization strategies to reduce amounts of commercial/industrial waste.

**HIGHLY DESIRABLE QUALIFICATIONS:** Code Enforcement experience regulating federal, state and local laws and regulations.

**LICENSE:** A valid California Class C Driver's License is required **at time of hire**. You may be required to provide your own vehicle for which mileage will be reimbursed.

**HOW TO APPLY:** You must complete a **STANDARD EMPLOYMENT APPLICATION** for this position by responding to **all** questions and submitting the completed application to the City of San Diego Personnel Department. You may complete/submit a hard copy (paper) application **or** an online application via the internet. Please read the following instructions for each method of submission.

### **HARD COPY (Paper Submission)**

1. You must also submit a completed DATA ENTRY FORM.
2. To show proof of any required degrees, certificates, licenses, etc. you must attach a copy of the documents to your application.

### **ONLINE (Internet Submission)**

1. Do **NOT** complete /submit a Data Entry Form. The information will be automatically added to your file.
2. To show proof of any required degrees, certificates, licenses, etc. you must submit a copy of the documents in person **or** FAX/MAIL them to the Personnel Department **with the cover sheet** provided during your online session. Follow the instructions on the cover sheet.

**THE SCREENING PROCESS** will consist of a comprehensive evaluation of the **Standard Employment Application** for applicable education, experience and/or training. Only those applicants that clearly demonstrate meeting the requirements specified above will be placed on the eligible list. Approved applications will be made available to the hiring department(s) for review.

**ELIGIBLE LIST:** Candidates who are successful in the screening process described above will be placed on a **one category** eligible list which will be used to fill position vacancies during the next **one year**. For each vacancy, only those candidates with the most appropriate qualifications will be contacted by the hiring department for an interview.

**PRE-EMPLOYMENT REQUIREMENTS:** Any employment offer is **conditional** pending the results of all pre-employment screening processes required for the job, which may include but are not limited to the following: confirmation of citizenship/legal right to work in the United States; completion of a pre-employment medical review/exam (which may include drug/alcohol testing); reference checks; and a fingerprint check. The fingerprints will be submitted to the California Department of Justice for a conviction record report. All of these processes must be successfully completed before employment begins. **Note:** Misrepresentation, falsification, or omission of pertinent facts in any step of the screening/selection process may be cause for disqualification or termination of employment.

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**\*SUPPLEMENTAL QUESTIONS:** In Section 4 of the Standard Employment Application, you **MUST** respond to all of the following questions or your application will be rejected. Provide sufficient details as this information will be used to evaluate your qualifications related to this job. Describe your **education, training and/or experience** related to each question; indicate where the education, training and/or experience was obtained (e.g. specify the employer, educational coursework, training classes); and provide comprehensive information regarding what duties you have performed. If you do not have any education, training and/or experience in a requested area, write “None” for that particular question.

1. Indicate how you are meeting the education requirement based on the possession of a Bachelor’s Degree in Chemical Engineering, Sanitary Engineering, Chemistry, Biology, or a closely related field. Proof of graduation and transcripts showing degree awarded must be submitted to the Personnel Department.
2. Indicate if you are meeting the education requirement based on a “closely related degree.” If so, list the college/university level courses you have completed in physics, chemistry, biology or environmental sciences. (Note: You are required to submit transcripts showing completion of these courses. If so, proof of graduation and transcripts showing degree awarded must be submitted to the Personnel Department.)
3. Indicate if you have a Master’s Degree in Chemical and Environmental or Sanitary Engineering, Chemistry, Biology or Environmental Science, or a closely related field to substitute for one year of experience.
4. Describe your experience in industrial inspections applying federal categorical stormwater standards at industrial/commercial facilities. If none, list “none” next to the number.
5. Describe your experience in each of the following areas regarding chemical, environmental, or construction engineering or sanitary engineering (include the total number of months and years performing these duties). List how and when you have used Best Management Practices. If none, list “none” next to the number.
  - a. Design of stormwater processes
  - b. Operation of stormwater processes
  - c. Inspection of stormwater processes
6. Describe your Stormwater laboratory experience in an industrial program including the sampling and analysis of toxic pollutants as it relates to compliance to federal, state and local laws, permits and regulations (include the total number of months and years performing these duties). If none, list “none” next to the number.
7. Describe your environmental regulatory experience including conducting site evaluations and determining compliance with environmental regulations, such as Municipal Codes and Permits; State Industrial Permits; and other pertinent environmental regulations (include the total number of months and years performing these duties). If none, list “none” next to the number.

\*JEK/July 25, 2008/Storm Water Pollution Prevention Inspector II: Recruiting Title/Wastewater Pretreatment Inspector II  
(Option class: Stormwater Inspector II)/ \*Rev.1 (05-14-10) Class 1375-A

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**THE CITY OF SAN DIEGO PERSONNEL DEPARTMENT • “EXCELLENCE IN PERSONNEL SERVICES”**

The City of San Diego has an active Equal Opportunity Program and vigorously supports workplace diversity. Applicants with disabilities who require testing accommodations may call (619) 236-6358. To obtain this information in alternative formats, persons with disabilities may call (619) 236-6467 or for TT (619) 236-6776.

# APPLICANT INFORMATION

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## APPLICATION INFORMATION

Application materials must be received at the Employment Information Center NO LATER THAN 5:00 P.M. ON THE FINAL FILING DATE. Postmarks as proof of meeting the final filing date are not accepted. If you are returning your application via the U.S. Postal Service, you should use "Certified Mail-Return Receipt Requested" to provide verification of timely delivery. Do not send applications via interoffice mail.

1. Starting salaries will be determined by the hiring department.
2. The hiring department with a vacancy will contact and interview eligible candidates as needed. All candidates may not be contacted. The final selection and offer of employment is made by the hiring department, not the Personnel Department.
3. Unless otherwise stated, relevant experience may be substituted for education.
4. Eligible lists may be used on a periodic basis. As such, lists may not be used for several months. Eligible lists may be extended by the Civil Service Commission.
5. Examination requirements and processes may be revised.
6. Experience, education, and all other information provided by an applicant orally or in writing are subject to verification.

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**FALSIFICATION:** Any misrepresentations or false statements during or after the employment process may be cause for disqualification or dismissal from employment.

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## GENERAL REQUIREMENTS

Requirements must be met at time of application unless otherwise stated.

The minimum age for most full-time employment is 18, unless you are 17 and a high school graduate. You must have the legal right to work in the U.S. or have U.S. citizenship. Persons hired must present acceptable proof of identity and the legal right to work in the United States and the authenticity of the documents must be verified before starting work. After hire, you will be required to sign a loyalty oath and may be required to live in San Diego County.

**A CITY MEDICAL EXAMINATION including drug screening and documentation of medical history may be conducted following a conditional offer of employment or promotion. Medical condition must enable the applicant to perform the essential duties of the position.**

The City of San Diego is committed to a drug and alcohol free workplace.

THE CITY OF SAN DIEGO SUPPORTS WORKPLACE DIVERSITY and does not discriminate on the basis of race, sex, age, ancestry, national origin, political/religious affiliation, sexual orientation, AIDS or HIV status, cancer, or non-job related physical/mental disability. The City is committed to making its jobs, programs, and services accessible to all persons and complies with all ADA non-discrimination requirements in its employment practices.

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**A CONVICTION RECORD FORM must be submitted before hire. On it you must list all criminal convictions** you have had. A criminal record is not necessarily a basis for disqualification from City employment. Each applicant's conviction record will be evaluated on a case by case basis considering the type and seriousness of the crime, how much time has elapsed, and the nature of the job.

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## EMPLOYEE BENEFITS

City Employees may be eligible to participate in a benefit program including holidays, vacations, savings and retirement plans, health programs, and other benefits.

Benefits may change due to employer-employee contract negotiations.

## REQUIREMENTS FOR PROMOTIONAL EXAMINATIONS

1. Current City employment, or currently on a Re-employment List or Leave of Absence.
2. Six months of continuous City employment in the Classified Service immediately prior to the application closing date or, if no closing date is specified, by date of application filing (exceptions: Persons recently hired from Re-employment Lists, and employees in the Unclassified Service if the employee has six months in the Classified Service with no break in service, prior to becoming an Unclassified employee).
3. Most recent performance evaluation in your current City classification must be other than "Unsatisfactory".

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**The provisions of this bulletin do not constitute an expressed or implied contract.**

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**DIVERSITY BRINGS US ALL TOGETHER**